

**MINUTES**  
**CENTRAL REGIONAL TRAUMA COORDINATING COMMITTEE**  
**CONFERENCE CALL**  
**JANUARY 15, 2009**  
**3:00 P.M.**

**MEMBERS PRESENT:**

Jim Davis, M.D.	Community Regional Medical Center, Fresno
Tony Tam, M.D.	Memorial Medical Center, Modesto
Linda Diaz, R.N.	Merced County EMS Agency
Johnathan Jones, R.N.	EMS Authority
Daniel Lynch	Central California EMS Agency
Debbie Becker, R.N.	Central California EMS Agency
Steve Andriese	Mountain Valley EMS Agency
Niamh Seavy, M.D.	Doctors Medical Center, Modesto
Anita Schlenker, R.N.	Doctors Medical Center, Modesto
Cathy Farr, R.N.	Kern Medical Center, Bakersfield
Ken Kaylor, M.D.	Kern Medical Center, Bakersfield
Clarence Teem	Tuolumne County EMS Agency
Paula Isbell	Kern County EMS Agency

I. Introductions / Call to Order

The meeting was called to order by Jim Davis at 3:05 P.M.

II. Approval of Minutes

The minutes for December 15, 2008 were approved.

III. Old Business

A. Bylaws

The committee reviewed and discussed Draft 3, version 2 of the bylaws. The committee liked this format. The discussion and changes included the following:

1. Article I, Section 2, paragraph 2, change citizens to people.
2. Article II, Section 1, add to membership - Guest, one, to be invited by the executive committee. This is for invitation to a member from another RTCC when needed. At December's meeting there was discussion to have an Ad hoc member from a neighboring RTCC. It was decided to leave the Ad hoc member from the general membership and allow a guest from another RTCC.
3. Article II, Section 1.2, delete the last sentence – any executive committee member who has two consecutive unexcused absences from the CRTCC meetings may be removed from the Executive Committee by a two-thirds vote of the Executive Committee.

Add wording :

The following shall be cause for removal of a member of the executive committee from a meeting:

- A. Breech of confidentiality
- B. Excessive absence, defined as two unexcused absences.
- C. Disruptive or rude behavior
- D. Behavior that does not support the mission and values established at the beginning of this document.

Removal of any member from a current executive meeting is by two-thirds vote of the members. The member can attend the next meeting. The second offense the member will be suspended and their organization will be notified. A third offense will be permanent removal and a new member from their organization will be appointed.

- 4. Section 2 General Membership – there was discussion regarding the Wilderness provider (I), which agency that actually consisted of and whether we needed to be more specific on which agency that would be. The committee decided to leave it broad to include more options for wilderness or rural providers. No change was made to Wilderness provider.

(K) CHP Provider Air Ambulance was changed to CHP Provider Air Rescue.

(L) Fire Department Representative was changed to two, must be from different counties. The wording of one ALS and one BLS, one from a city department and one from a county department was deleted.

(M), (N), (O) were deleted. These positions are in the Executive Committee and the General Membership is comprised of the Executive Committee and the members listed in Section 2.

- 5. Section 4.2 – (K) two was added after Hospital Administrator. The wording one from a trauma center and one from a non-trauma center was not changed.
- 6. Section 4.5, 4.6, 4.7 – Subcommittees were added to each heading. There was some confusion whether these sections pertained to all the subcommittees of just the sections on the RTAC.

These changes will be made to the bylaws and sent out by email to be finalized and approved at the next Executive Committee meeting. Debbie will revise and send out.

After the Executive Committee approves this next version, the committee will allow the release of the draft of our bylaws to the other RTCC's for review.

B. Intensive Care Services for the Pediatric Trauma Patient

Draft 2 of the Response to Pediatric Trauma Transfer Recommendations from the State EMS Authority was reviewed and discussed. Changes include:

1. General Comments – the first sentence change many to most. Change California Trauma Program Managers to Trauma Managers Association of California. The last sentence of the paragraph – Failure to include this representation undermines the process. Delete the second choice.
2. 3 (b). Add the number of admits to ICU from Kern County.

Debbie will add the comments and send to Jim to finalize the letter and submit to the EMS Authority.

IV. New Business

- A. Meeting dates – Mondays have not been the best day of week to meet. It was discussed and decided to meet on Thursdays. The next meeting will be Thursday, February 12, 2009 and then the committee will decide which Thursday of the month will be the best to meet at the next meeting.

V. Next Meeting

- A. Next meeting – February 12, 2009 in Fresno. The location will be finalized and sent out with the agenda.

B. Agenda items for the February Meeting

1. Finalize Bylaws
2. Date for our first General Membership meeting and educational program ideas for the meeting. Contact of potential members.
3. Update on Rural Trauma Course
4. Update on Tele Health Medicine

The meeting was adjourned at 4:30 PM